

# CACC MEETING MINUTES

## COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, November 17, 2016  
10:00 AM - 11:30 AM

ARIZONA SUPREME COURT  
1501 W. Washington  
Phoenix, AZ 85007

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AUDIO PHONE NUMBER: 1-602-452-3288  
AUDIO ACCESS CODE: 111716#

### MEMBERS PRESENT

Kip Anderson  
Julie Dybas (*Randy Kennedy\**, proxy)  
Donald Jacobson  
Phillip Knox  
Jeff Mangis  
Ron Overholt\*  
Michael Pollard, *Chair*  
Nancy Rodriguez  
Paul Thomas

### GUESTS

Alexis Allen, *Tempe Municipal Court*  
Jennifer Gilbertson\*, *Phoenix Muni Court*  
Gary Krcmarik, *COT*  
Connie Williams, *Mesa Municipal Court*

### MEMBERS ABSENT

Jonathan Bearup  
Christopher Hale  
Rona Newton  
Janie Randall

### AOC STAFF

Stewart Bruner, *ITD*  
Summer Dalton, *CSD*  
Barry Johnson, *CSD*  
Adele May, *ITD*  
Kat Nguyen, *ITD*

\* indicates appeared by telephone

# CACC MEETING MINUTES

## **WELCOME AND OPENING REMARKS**

Judge Michael Pollard, chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 10:00 a.m. The chair introduced two new members, Jonathan Bearup from Gila County and Nancy Rodriguez from Maricopa Clerk's Office. He confirmed that a quorum existed then requested consideration of the minutes from the October 20 meeting.

**MOTION: A motion was made and seconded to approve the minutes of the October 20, 2016 CACC meeting as written. The motion passed unanimously.**

## **REVIEW OF CHANGES TO MINDMAP THIS MONTH**

Stewart detailed various changes made on the MindMap since the October meeting, passing along what information he had received from those project managers who were not present for the meeting. He indicated an unexpected consequence of the detailed projects reviews being that project managers invited this month didn't update the MindMap. Members were provided the usual updated priority projects listing for reference.

## **PROJECT UPDATE: eUNIVERSA eFILING AND OTHER ePROJECTS**

Jim Price, product manager for eUniversa e-filing, was not available for the meeting. Summer Dalton, eCourt Services Manager for AOC, briefly updated members on the successful processing of 36 subsequent electronic filings in the Yavapai Superior Court pilot. Members expressed concern that no initial case filings have been processed yet and stated their feeling that the pilot cannot end before a number of initial filings have been processed successfully. Summer reminded members that extensive internal testing was performed on initial filings before the pilot even began. She also indicated that 7 of 8 judges at Mohave Superior Court have now been trained on eBench in advance of e-filing coming to the court with one Judge using it enthusiastically.

## **PROJECT UPDATE: CASE MANAGEMENT SYSTEMS**

Paul Thomas, court administrator for Mesa Municipal Court, announced Mesa's intention to enter production with the CPOR interface on December 5, since it has passed its certification testing with the AOC. Paul clarified the impact of Mesa's recent announcement of the retirement of Greg Stoner, the resource dedicated to FARE interface testing, and assured members that the project will continue to move forward. The chair asked about Tempe's intention to join FARE under the new presiding judge. Paul didn't know, but stated that the code will be shared with Tempe as part of the usage agreement for the software.

Adele May, the LJ CMS project manager, walked members through a comprehensive LJ AJACS update presentation in which she detailed the rollout progress, conversion process changes to reduce case fallouts, training-related changes, recent application enhancements, and major enhancements that are planned. Discussion focused on document scanning with AJACS, the requirement for 100-percent inspection of scanned records, and AJACS 6.0 testing and adoption by GJ courts.

## **DETAILED PROJECT REVIEWS**

Judge Pollard recapped the detailed project review effort starting with the category "Increase Revenue Flow" as discussed in previous meetings. Barry Johnson, project coordinator for AOC's

Consolidated Collections Unit, introduced himself and his goal to reduce the timeline for future FARE implementations. He shared his vision for a “multi-iteration” approach that would get easy transactions into production quickly while more difficult ones get worked on over time. He displayed some potential dates for future courts while describing the challenges specific to each court listed. A common challenge involves getting local court resources and AOC resources in sufficient amounts and coordinated during testing. Stewart mentioned a general direction toward automated testing that would get AOC out of the middle and reduce the time to resolve local issues exposed by testing.

Summer reviewed the goals and scope of eAccess, which provides electronic public access to both case data and documents, replacing the current public access website. Development efforts will continue through the end of the month. Extensive testing of Rule 123 logic with both the AOC and the clerks will take place over several months. The project has a dependency on data being loaded from Maricopa Superior Court before production mode begins. Summer showed a list of data elements that will be displayed, screens used to search for cases to purchase, and emphasized that changes in logic will be applied to all courts rather than any single court, so clerks need to agree on standard metadata and practices.

Summer provided details about nCourt electronic payment and the various online processes it collects payments for today. She then made a distinction between LJ courts’ use of nCourt and the online citation payment (OLCP) program with Xerox and clarified the amount of AZTEC data sharing being done with the vendor. She argued that the only nCourt item within CACC’s purview is the creation of a central payment portal for statewide e-filing. She focused her update on that project and the value it provides both filers and courts in a multi-vendor e-filing model.

Summer described the OLCP program being done in conjunction with Xerox and fully integrated into AJACS for LJ courts. The system is being piloted by multiple courts to ensure no requirements have been missed. She responded to various questions about partial payments and notifications to the court about underpayments of time payment plan amounts. Susann Holland indicated that the case management system rather than the OLCP program handles the situations being discussed.

## **POST-IMPLEMENTATION REPORTS**

No implementations other than Pinal LJ AJACS courts have taken place since the October CACC meeting.

## **ITEMS OF OLD OR NEW BUSINESS**

The chair asked about members’ likelihood of attendance at the December 22 meeting. Members recommended cancelling the December meeting and informing project managers in the “Enhance Core System” priority area to prepare for the January meeting. e-Filing will be added and AZYAS removed from the reports being requested in that category. Court administrators indicated a conflict on the scheduled date for the January meeting, so the chair directed staff to investigate moving the meeting ahead a week or behind a week to accommodate them.

The next meeting will take place on **January 12, 2017 at 10:00 AM** at the State Courts Building in Phoenix. The meeting adjourned at 11:50 a.m.